

## E. SUSTAINABILITY CHECKLIST FOR EXHIBITORS AND SUPPLIERS

Please use this checklist to do your part in helping us achieve a low-impact, sustainable event. This is a list of basic sustainability efforts that can be adopted. We encourage you to think of more actions to implement that may not be included here.

Please also review the additional provided resources which include The City of Orlando's Single-Use Products Policy flyer, acceptable recyclable items and acceptable food waste items. If you have any questions or ideas, please contact your event contact.

- ☐ Do not use or provide traditional single-use items (including for personal use) and review the provided City of Orlando Single-Use Products Policy flyer. Instead, use washable/reusable or compostable single use items.
- ☐ Ensure items for giveaway and sales are made from recyclable or reusable materials and are durable/useful items.
- ☐ Buy in bulk to reduce the number of containers and packaging, or purchase eco-friendly packaging.
- ☐ Select items with less packaging and contact suppliers and manufacturers to request orders be sent with less packaging.
- ☐ Select reused, reusable or recyclable materials for the construction of booths, displays and exhibits.
- ☐ Eliminate unnecessary, unsustainable, and/or single-use decorations such as balloons, confetti, etc. where possible.
- ☐ Rent or buy reusable event materials (tablecloths, work gloves, etc.) instead of purchasing single-use items.
- ☐ Use local suppliers and products where possible to support the local economy and reduce greenhouse gas emissions from shipping.
- ☐ Choose partners (contractors, suppliers, manufacturers, etc.) that have a commitment to sustainable practices.